



# Oregon

Theodore R. Kuloogoski, Governor

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November 30, 2012

All Holders of "Sign Policy and Guidelines for the State Highway System"

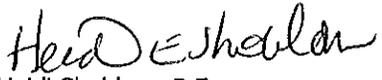
**RE: NOVEMBER 2012 REVISIONS TO SIGN POLICY & GUIDELINES FOR THE STATE HIGHWAY SYSTEM**

Enclosed with this cover letter are the most recent revisions to the "Sign Policy and Guidelines for the State Highway System."

Sign No.	Page No.	Legend/Section	Revision
-----	1-5 thru 1-7	MOU: Signing Agreement with USFS	Revised. The language on these sheets has been updated to reflect the July 2012 revision to ODOT's Signing Agreement with USFS.
-----	1-8 thru 1-10	Appendices 1-3 to accompany USFS Signing Agreement	New sheets. These sheets have been added to show examples referred to in the USFS Signing Agreement.
OR10-15a	3-106	TURNING VEHICLES STOP (symbol) FOR BIKES & PEDS (symbols)	Revised. Sign has been redesigned and text updated to reflect Oregon law which requires motorists to "STOP" for pedestrians.
OR10-15	3-108	TURNING VEHICLES STOP (symbol) FOR PEDS (symbol)	New sheet. This sign is a necessary replacement for MUTCD sign R10-15 due to Oregon law requiring motorists to "STOP" for pedestrians.
OR12-5	3-110	WEIGHT LIMIT REDUCED	Revised. Additional text has been provided, clarifying that this sign may be used in situations where the weight limit has been "reduced" to the legal limit.
OR17-5a, OR17-6a	5-21	Alternative Electric Vehicle Charging Symbol Signing Guidelines	Revised. Text for "Sign Design and Size" statement "a." has been modified to specify the use of a new FHWA Interim Approval symbol sign as an alternative symbol sign for Electric Vehicle Charging. This symbol replaces ODOT's alternate symbol. See below.
OD9-11b (Alternate)	5-22	EV (Electric Vehicle) CHARGING (symbol)	Deleted. This symbol is being removed in favor of a slightly different FHWA version, D9-11b (alternate). See above.
-----	6-2 thru 6-3	Business Access Signs in Construction Projects	Revised. The previous "Policy on Motorist Services Signs in Construction Projects" has been retitled and rewritten to better clarify design and application of these temporary "Business Access" signs. New version extends to page 6-3.
CG20-8s	6-13	PUTTING OREGON BACK TO WORK	Deleted. No longer needed as ARRA program has been completed.
-----	6-13a	ARRA Pictograph	Deleted. No longer needed as ARRA program has been completed.
CG20-8su	6-13b	PUTTING OREGON BACK TO WORK (urban installation)	Deleted. No longer needed as ARRA program has been completed.

If you have any revisions, changes, or comments, please send them to:

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Heidi Shoblom, P.E.  
Sign Engineer

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SIGNING AGREEMENT  
US FOREST SERVICE AND OREGON DEPARTMENT OF TRANSPORTATION

The following items of agreement cover the signing portion of Memorandum of Understanding NFS 12-RU-11060051-003 and ODOT Misc. Contracts & Agreements No. 28729, entered into July 3, 2012 by and between ODOT and the USDA Forest Service (USFS), Pacific Northwest Region:

1. **Installing and Maintaining Signs.** ODOT has authority and responsibility for the installation and maintenance of all signs within the right-of-way of the State Highway System, except as noted in paragraph 3 in this section. All such signing will be in accordance with Oregon Standard Specifications (current version), the Manual on Uniform Traffic Control Devices (MUTCD), the Oregon Supplements to the MUTCD, the "ODOT Sign Policy and Guidelines for the State Highway System" and Sign and Poster Guidelines for the Forest Service EM 7100-15, as appropriate.
  
2. **Signs Furnished by ODOT.** ODOT is financially responsible for and will furnish, install, and maintain guide signs within the right of way or easement as requested by the USFS and approved by ODOT, for the following sign categories (examples shown in Appendix 1). Sign requests will be made to the ODOT District Manager at least 60 calendar days in advance by the USFS Forest Supervisor. A proposed sign plan will be provided by the USFS that shows the signs and their proposed locations. ODOT will review, modify, and approve or deny the request.
  - a. Approach signs for National Forest administrative facilities such as Ranger District and Supervisor offices that provide public services or functions.
  - b. Junction signs for important National Forest arterial routes.
  - c. Directional signs to important destinations within the National Forest. The following conditions apply:
    - Messages will be limited to no more than three destinations at any single location, using location names identified on public use maps.
    - At areas where there are more than one Agency's facilities from one point on the highway, a generic recreation sign will be used with the represented Agencies' logos below the generic message.
    - Up to four symbol plaques may be used on single destination signs, but they will not be used on generic multi-agency signs.
    - Local road numbers as well as Agency road numbers may be used where appropriate. USFS provided distinctive route marker(s) may be used.

- Advance destination signs will only be used where special emphasis is required. Examples are limited sight distance, high traffic volumes, multi-lane (more than 2) highways, and high speed areas.
- Agencies are encouraged to work together to develop specific signing to multiple destinations.

**3. Signs Furnished by USFS.** The USFS is financially responsible for and will furnish, install and maintain the following categories of signs:

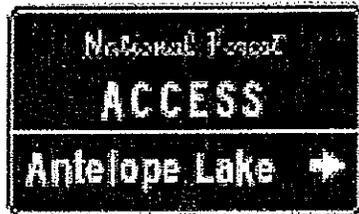
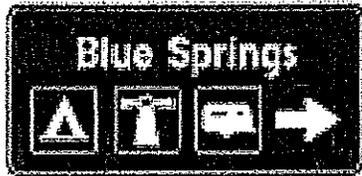
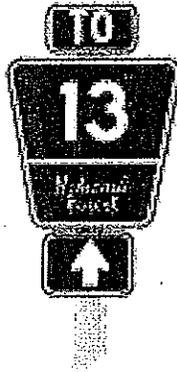
- a. Signs with pedestal bases such as large boundary or administrative site signs (examples shown in Appendix 2).
- b. The following signs are included in this category: National Forest Boundary (FE or FL); Recreation Site (RS); Headquarters (A or AS); and special interpretive signs. These signs are normally located outside the highway right-of-way or at parking areas. A permit from ODOT is required for placement within the highway rights-of-way. All signs within the highway right-of-way shall be installed on breakaway sign supports, or protected by barrier, or shall be removed by USFS when requested by ODOT.
- c. Emergency, construction and maintenance traffic control signs and devices.
- d. USFS will furnish, install, and maintain all temporary warning, regulatory, and guide signs; other traffic control devices (such as delineators, barricades, and temporary pavement markings); and all other appropriate devices which are needed to warn and control traffic during emergencies, construction, or maintenance activities, for which the USFS is responsible.

**4. ODOT and USFS Cooperative Signing.** ODOT and the USFS will cooperate in the installation and maintenance of the following categories of signs (examples shown in Appendix 3). Sign requests will be made to the ODOT District Manager at least 60 calendar days in advance by the USFS Forest Supervisor. A proposed sign plan will be provided by the USFS that shows the signs and their proposed locations. ODOT will review, modify, and approve or deny the request.

- a. Recreation Fee signs and logos will be furnished by the USFS. ODOT will maintain the signs and logos including installing new signs and logos on existing posts as appropriate to inform motorists when recreation fees will be charged. This maintenance will be provided at ODOT expense. Installations requiring new posts will be charged to the USFS. Logos on existing guide signs that direct motorists to National Forest facilities where fees are required will be installed and maintained at ODOT expense.

- b. National Forest Scenic Byway signs will be furnished by the USFS. ODOT will install and maintain the signs at ODOT expense. Installations requiring new posts will be charged to the USFS.
  - c. USFS administrative and recreation signs within the state highway right-of-way not covered in other categories will be furnished by the USFS. ODOT will install and maintain these signs. Installations requiring new posts will be charged to the USFS. The USFS and ODOT will agree in a separate project agreement as to how maintenance and other installation expenses will be shared.
5. **Highway Advisory Radio Signs.** USFS will coordinate with and abide by State requirements to obtain a permit for Highway Advisory Radio (HAR) signs. Requirements are listed in ODOT's "Guidelines for Highway Advisory Radios" and in the "Sign Policy and Guidelines for the State Highway System". These signs will provide the USFS the capability to communicate forest information to motorists using the vehicle's AM radio receiver. The Forest Service "shield", "National Forest" logo, and "Northwest Forest Pass" logo may be incorporated into the HAR sign layout. USFS will reimburse ODOT for all costs involved in the fabrication, installation, and maintenance of the HAR signs. Any reimbursement(s) will be authorized by a separate appropriate document.
6. **Signs Off the Right-of-way.** Signs installed off the right-of-way, and visible to highway travelers, will comply with: The Federal Highway Beautification Act of 1965, Part 750, Subpart B, National Standards for Official and Directional Signs (750.153 and 750.154); the Oregon Motorist Information Act; and ORS 377.505 to 377.545. Permits for such signage will be obtained from ODOT – Outdoor Advertising Unit.
7. **USFS Shield.** The USFS "shield" and "National Forest" script logo are copyrighted by the Department of Agriculture and will be allowed and should be used as agency identification as approved by the USFS. USFS logo is not needed on a sign if specific words such as "National Forest" are used.
8. **Fire Suppression Emergency Signs.** During an incident management activity such as a fire suppression emergency, USFS and ODOT maintenance personnel will coordinate to identify the signing requirements and accomplish the installation of signs and traffic control devices as soon as possible after the emergency occurs. ODOT will work with USFS to identify any hazards that may not be visible at night, and have the necessary signs, barricades, and flashers in place prior to darkness to protect both the traveling public and fire fighting personnel.

Appendix 1 – Examples of signs where ODOT is responsible for installation and maintenance



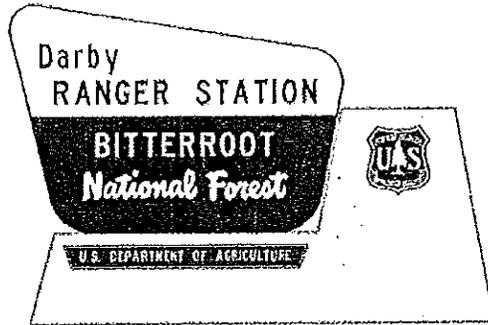
Appendix 2 – Example of signs where USFS is responsible for installation and maintenance.



RS-Recreation Site Identification sign



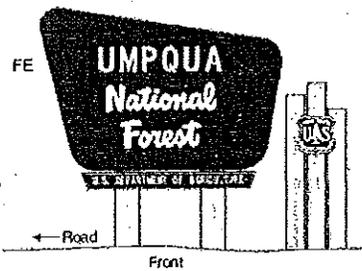
NRA-National Recreation Area sign



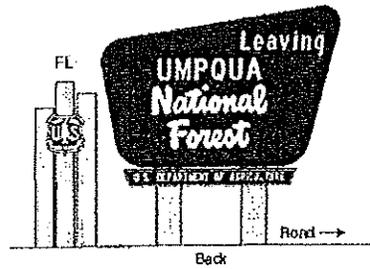
AS-Administrative Site Sign



Administrative Site Sign - Urban



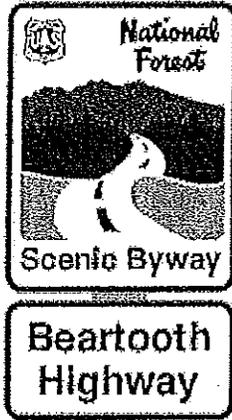
FE-National Forest Entrance Sign



FL-Forest Boundary Leaving sign

Appendix 3 – Examples of signs where USFS/ODOT share financial or performance responsibility for installation and maintenance

National Forest Scenic Byway



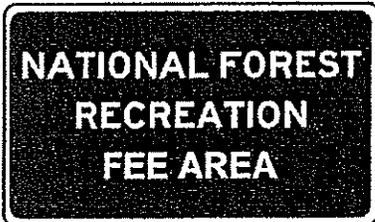
SBL

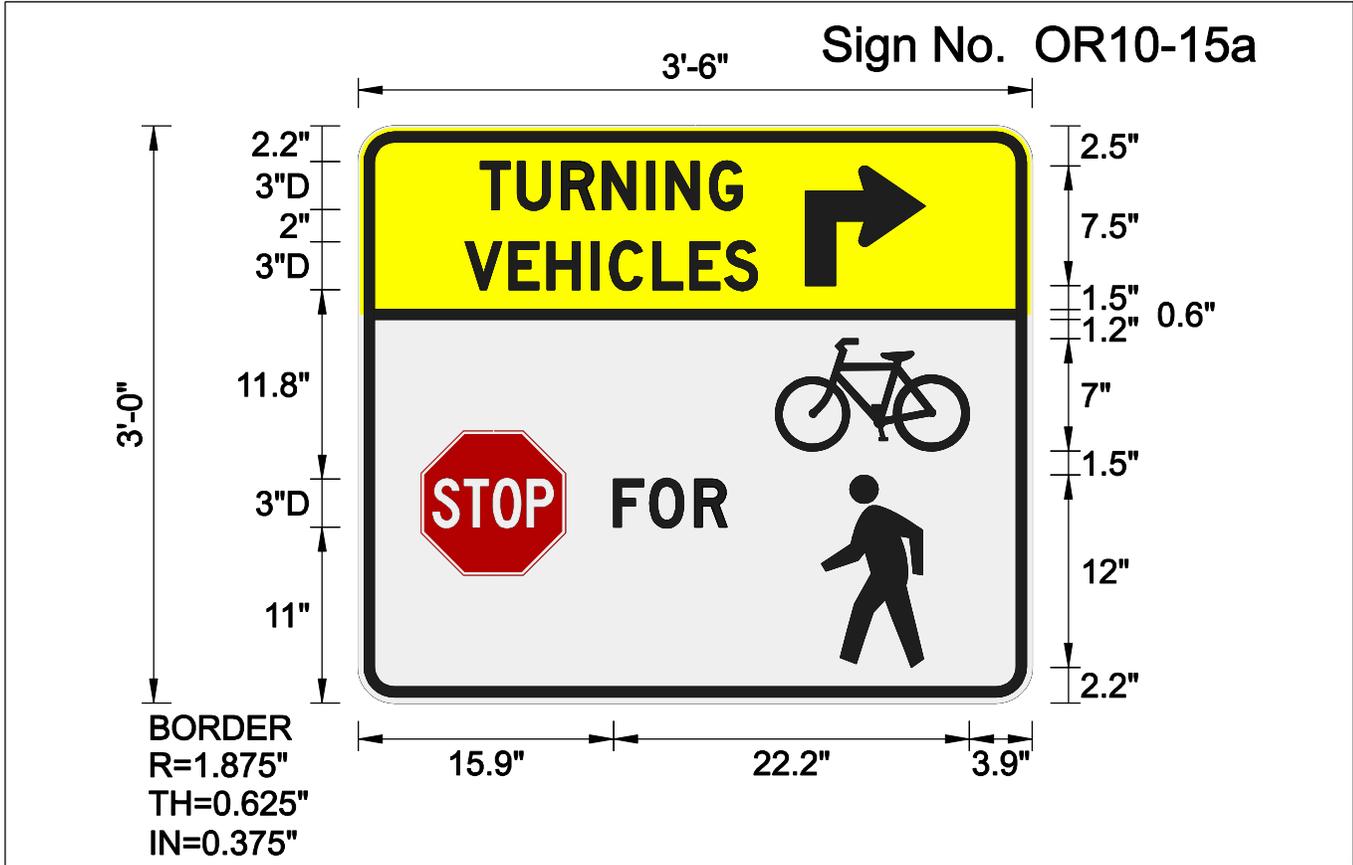


Recreation Fee Sign Examples and Fee Logo



Fee Logo





**Sign Background:** Yellow, Retroreflective sheeting  
White, Retroreflective sheeting

**Sign Legend:** Black, Non-reflective  
Red, Retroreflective

SIGNSTDP.F11

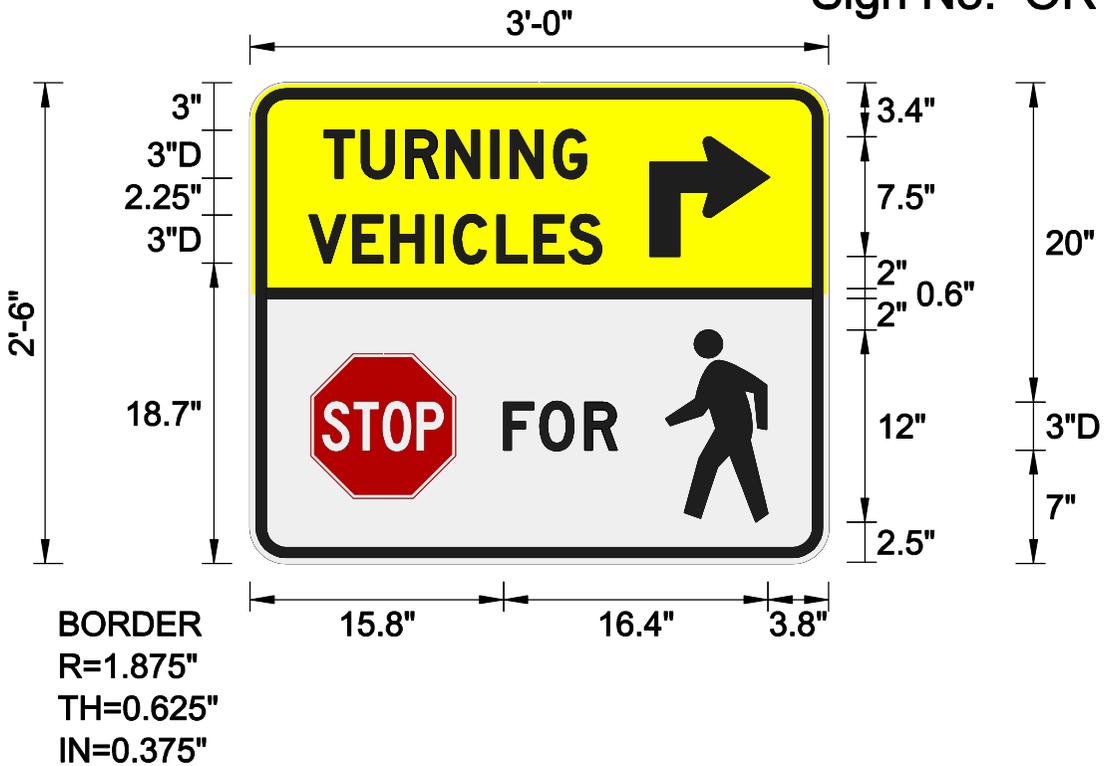
The TURNING VEHICLES stop FOR bikes & peds symbol sign may be used at a signalized intersection to alert right (left) turning motorists of a possibly obscured pedestrian crossing.

OREGON DEPARTMENT OF TRANSPORTATION

Approved By: O.T.C.

Date: 12/11

Publication Date: 11/12



Sign Background: Yellow, Retroreflective sheeting  
White, Retroreflective sheeting

Sign Legend: Black, Non-reflective  
Red, Retroreflective

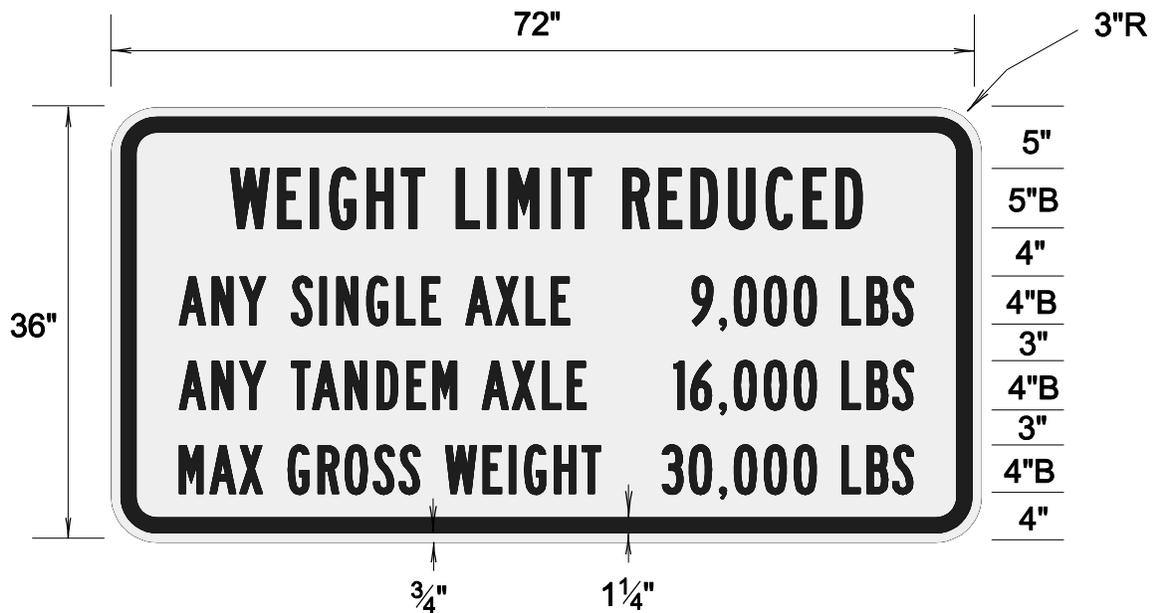
SIGNSTDP.F.11

The TURNING VEHICLES stop FOR peds symbol sign may be used at a signalized intersection to alert right (left) turning motorists of a possibly obscured pedestrian crossing.

OREGON DEPARTMENT OF TRANSPORTATION

Approved By: S.T.E. Date: 11/12 Publication Date: 11/12

Sign No. OR12-5



Sign Background: White, Retroreflective sheeting

Sign Legend: Black, Non reflective

SIGNSTDP.F11

The WEIGHT LIMIT REDUCED/ANY SINGLE AXLE XX LBS./ANY TANDEM AXLE XX LBS./MAX. GROSS WEIGHT XX LBS. sign (OR12-5) is the standard sign to be used to indicate weight limits which have been established on a section of roadway as per the provisions of ORS 810.030 by the authority of the Oregon Transportation Commission or local authorities in their respective jurisdictions. This loading limitation is applicable to structures having short spans where the deck and stringers are the limiting elements and the concentrated load imposed by the axle is the major concern. This includes structures that have weight limits "reduced" to the legal limit.

OREGON DEPARTMENT OF TRANSPORTATION

Approved By: O.T.C.

Date: 1/90

Publication Date: 11/12

## Alternative Electric Vehicle Charging Symbol Signing Guidelines

An interim approval has been issued for the optional use of a General Service symbol sign that provides road users direction to electric vehicle charging facilities that are open to the public.

Jurisdictions using the sign under this Interim Approval must agree to comply with the technical conditions listed below, supply the Oregon Department of Transportation an inventory list of all locations where the signs are installed, and to comply with Item D in Paragraph 18 of Section 1A.10 of the 2009 MUTCD, which requires:

“An agreement to restore the site(s) of the Interim Approval to a condition that complies with the provisions in this Manual within 3 months following the issuance of a Final Rule on this traffic control device; and terminate use of the device or application installed under the interim approval at any time that it determines significant safety concerns are directly or indirectly attributable to the device or application. The FHWA’s Office of Transportation Operations has the right to terminate the interim approval at any time if there is an indication of safety concerns.”

The use of the alternative Electric Vehicle Charging symbol sign is optional. However, if an agency opts to use this sign under FHWA Interim Approval, the following design and installation requirements shall apply and shall take precedence over any conflicting provisions of the MUTCD.

Installation and use of the alternative Electric Vehicle Charging symbol sign shall conform to the general provisions for General Service signs in accordance with MUTCD Chapter 2I.

Agencies may also continue to use ELECTRIC VEHICLE CHARGING (D9-11bP) plaque as an educational message mounted below the alternative Electric Vehicle Charging symbol sign in a Directional Assembly.

Agencies may use the alternative Electric Vehicle Charging symbol sign in General Services (D9-18 Series) guide signs.

### **Sign Design and Size:**

- a. The design of the alternative Electric Vehicle Charging symbol sign, D9-11b (Alternate), shall be as shown in FHWA Interim Approval (IA-13) Memorandum, dated April 1, 2011. The Memorandum and accompanying design can be found at the following site: [http://mutcd.fhwa.dot.gov/res-interim\\_approvals.htm](http://mutcd.fhwa.dot.gov/res-interim_approvals.htm).
- b. The minimum size of the alternative Electric Vehicle Charging symbol sign shall be 24 inches in width by 24 inches in height.
- c. The size of the alternative Electric Vehicle Charging symbol sign shall otherwise be in accordance with those of other D9-11 series signs.

Except as otherwise provided above, all other provisions of the MUTCD applicable to signs shall apply to the alternative Electric Vehicle Charging symbol sign.

## BUSINESS ACCESS SIGNS IN CONSTRUCTION PROJECTS

Business accesses severed, relocated or adversely affected during construction may have temporary blue/white motorist services signs installed to better delineate the access.

Use the following guidance to determine the design and placement for temporary “BUSINESS ACCESS” (CG20-11) signing:

1. Project site should be investigated to determine the number and location of accesses, proximity of business frontages to the roadway, and the presence of existing business signing. Project development Teams should discuss the strategy used for determining the need and placement of the signs based on the guidance below.
2. If a single business access is affected, a “BUSINESS ACCESS” sign may be used. A directional arrow rider may be added to indicate the direction to the business depending on the severity of the impact to the access.
3. If several businesses and accesses are affected over an extended section of roadway, consider the following signing strategies:
  - a. An individual access to a single business may be signed with a single “BUSINESS ACCESS” sign. A rider may be installed below the “BUSINESS ACCESS” sign and shall include a maximum of three of the following generic business descriptions: “GAS”, “FOOD”, and/or “LODGING”. Under special circumstances, where the above descriptions may not apply, other generic descriptions may be used – e.g. “POST OFFICE”, “GROCERIES”, “THEATRE”, “SHOPPING MALL”, etc.
  - b. An individual access to multiple businesses may be signed with a single sign reading “BUSINESS ACCESS”. A rider with a maximum of three generic business descriptions may be added – See item 3a above.
  - c. For multiple accesses along sections of roadway for more than ¼ mile, where accesses are less than 100 feet apart (e.g. dense urban or suburban arterials), consider the following strategy:
    - Install a *modified* CG20-11 sign reading “BUSINESS ACCESSES” at the first access point.
    - Delineate all affected access radii with blue plastic tubular markers.
    - Install “BUSINESS ACCESSES” reminder signs on 650 foot intervals through affected areas.
4. Riders shall use 4-inch, type B 2000 or C 2000 font.
5. Limit generic business descriptions to a maximum of two words (e.g. “POST OFFICE”).

6. NO specific business names (e.g. “Chevron”, “Burger King”, Fred Meyer”, Woodburn Factory Stores”, “Washington Square”, etc.) shall be used on “BUSINESS ACCESS” signs or riders.
7. Place the “BUSINESS ACCESS” sign on a single-post temporary sign support at the access point. Existing posts or supports may be used, but must be approved by the respective agency or owner.
8. Use blue plastic tubular markers with blue reflective bands to delineate the radii for all affected business accesses. See the ODOT Unique Special Provision “U00220/00225 Business Access” and ODOT Standard Drawing TM821 for additional usage information.
9. Remove the signs as soon as the permanent access is restored.